

# MEETING OF THE CITY OF RUSHVILLE, INDIANA BOARD OF PUBLIC WORKS AND SAFETY

**MARCH 6, 2018**

**5:30 P.M.**

**CALL TO ORDER:** The Board of Public Works and Safety of the City of Rushville met on the above date and time at 270 West 15<sup>th</sup> Street, Rushville, Indiana. Mayor Pavey called the meeting to order at 5:30 p.m.

**ROLL CALL:** Gary Cameron, Darrin McGowan, Ron Jarman, and Dr. John Williams answered roll call. Also present was City Attorney, Tracy Newhouse.

**MINUTES:** Williams moved to approve the minutes of the February 20, 2018 meeting as presented. Jarman seconded the motion. Motion carried.

**MAYOR'S REPORT:** Mayor Pavey reported that the first safety meeting for the department heads and their assistants was held this week. Chief Jenkins is the designated leader and Assistant Click is the investigator.

**CLERK-TREASURER'S REPORT:** None.

## **DEPARTMENT HEAD REPORTS:**

**Police** – Assistant Chief Click handed out the monthly statistics report.

On Monday, March 19 Click will give an active shooter presentation at the Chamber of Commerce at noon.

**Park** – Park Director Burklow reported they did 12 interviews today for pool employees. They will interview 18 more candidates next week.

He will open up applications again for a park employee.

**Street** – Commissioner Miller reported that the new trash routes are working well. They have sent out 65 trash violations and have had good response so far.

**CITIZEN CONCERNS/COMMENTS:** None.

## **CITY DRAINAGE BOARD:**

- **18-DR-02 Rushville Storage** – Shelly Wakefield said there was a concern regarding RV parking impeding emergency vehicle traffic. Steve Cooper from Coor Consulting said there will be no outside parking. The SW corner has been regraded and a swale was

created for better drainage. Cameron made a motion to approve 18-DR-02 for Rushville Storage. Williams seconded the motion. Motion carried.

#### **UNFINISHED BUSINESS:**

1. **CGS Contract** – Newhouse said they are getting closer to an agreement.
2. **Police Department Roof Quotes** – Mayor Pavey said we are working through a boilerplate to have in place for bidding to make sure all the pieces are covered. The Board will be kept up to date as this continues to develop.
3. **Event marketing and Management Agreement “Libations by the Levee” Contract** –Newhouse reviewed and approved the contract. It was signed last week
4. **Former Gulf Fertilizer 203 S McFarland Possible Funding – DNR Comfort Letter** – We received a comfort letter from DNR. It addressed what we can do in the future and reporting that is required.
5. **Retail Consulting Contract** – This could be considered a group investment. We are asking partners to contribute. This will allow us to hire a retail consultant. Updates were sent out today with different options. This has been reviewed by the City Attorney and the contract reflects changes that were made. McGowan moved to approve with the changes made by the City Attorney. Jarman seconded the motion. Motion carried.

#### **NEW BUSINESS:**

1. **City Center Pay Application #6** – Cameron moved to approve pay application #6. Williams seconded the motion. Motion carried.
2. **Streetscape Schedule Approval** – Williams moved to approve the streetscape schedule as recommended by HWC. Cameron seconded the motion. Motion carried.
3. **Park Department:**
  - a. **Metal Building Addition** – Three bids were presented for a pole building. Williams moved to accept the low bid made by William Wickey of \$7,000.00 contingent upon meeting items specified by the Mayor. McGowan seconded the motion. Motion carried.
  - b. **Carol Jenkins-Davis Community Park Equipment** – Director Burklow reported they are ready to move in dirt. A contractor has offered to pave the skate park in exchange for 5 or 6 old pieces of old playground equipment that are of no value. The City would not have to pay for the manpower for paving the skate park we would only pay for the paving materials. Williams said the City Attorney should prepare an agreement to be signed by the City

and the contractor. We also need to declare that the equipment is no longer needed and is of no value. Newhouse will prepare an agreement.

- c. **Employee Hire** – Burklow said he would like to open the position back up for more applications.
- 4. **Resignation of Communication Officer** – Assistant Chief Click presented a letter of resignation from dispatcher, Adam Wagner. Cameron made a motion to accept the resignation and to advertise for a replacement. Jarman seconded the motion. Motion carried.
- 5. **Street Department Hire** – We had 2 employees apply from the City Utilities and they were interviewed. Commissioner Miller made a recommendation to hire Brandon Jenkins. This would be an internal hire transferring from one department to another with all benefits transferring. If approved he would start March 19 and will be paid \$14.74 per hour from MVH. Cameron made a motion to accept the recommendation of Miller. McGowan seconded the motion. Motion carried.
- 6. **Joe Peacock Contract for sell of Apartment Property** – Mayor Pavey said this was approved at an earlier meeting and signed on Friday.
- 7. **Bids vs. Quotes – Guidelines and Boilerplate Program** – Pavey sent out a draft of the guidelines and boilerplate for bids and quotes for the Board to review. He said this is made to help from having conflicts in the future.
- 8. **HWC Contract – Development of PUD Construction Documents** – Council will be asked to approve RFP. This will invite housing companies to bid on building housing. Williams moved to approve the HWC contract. McGowan seconded the motion. Motion carried.
- 9. **Approve Starting the Process for Sale of 312 W 5<sup>th</sup> Street** – We have had interest in this property from 2 adjacent property owners. Cameron made a motion to move forward with the sale of 312 West 5<sup>th</sup> Street. Williams seconded the motion. Motion carried.

**ITEMS NOT KNOWN IN ADVANCE:** None.

**ADJOURN:** There was no further business to come before the Board; McGowan moved to adjourn. Jarman seconded the motion. The meeting adjourned at 6:11 p.m.